Evaluation Entry System Overview NCOER (SGT)

Module 5b: NCOER (SGT)

as of 10 June 2015

Agenda

- Accessing Evaluation Entry System (EES)
- Landing Page
- Initiating NCOER
- Administrative Data
- Performance Assessment
- Potential Assessment
- Editing NCOER
- Signing and Submitting NCOER
- Status Tracking

Unclassified

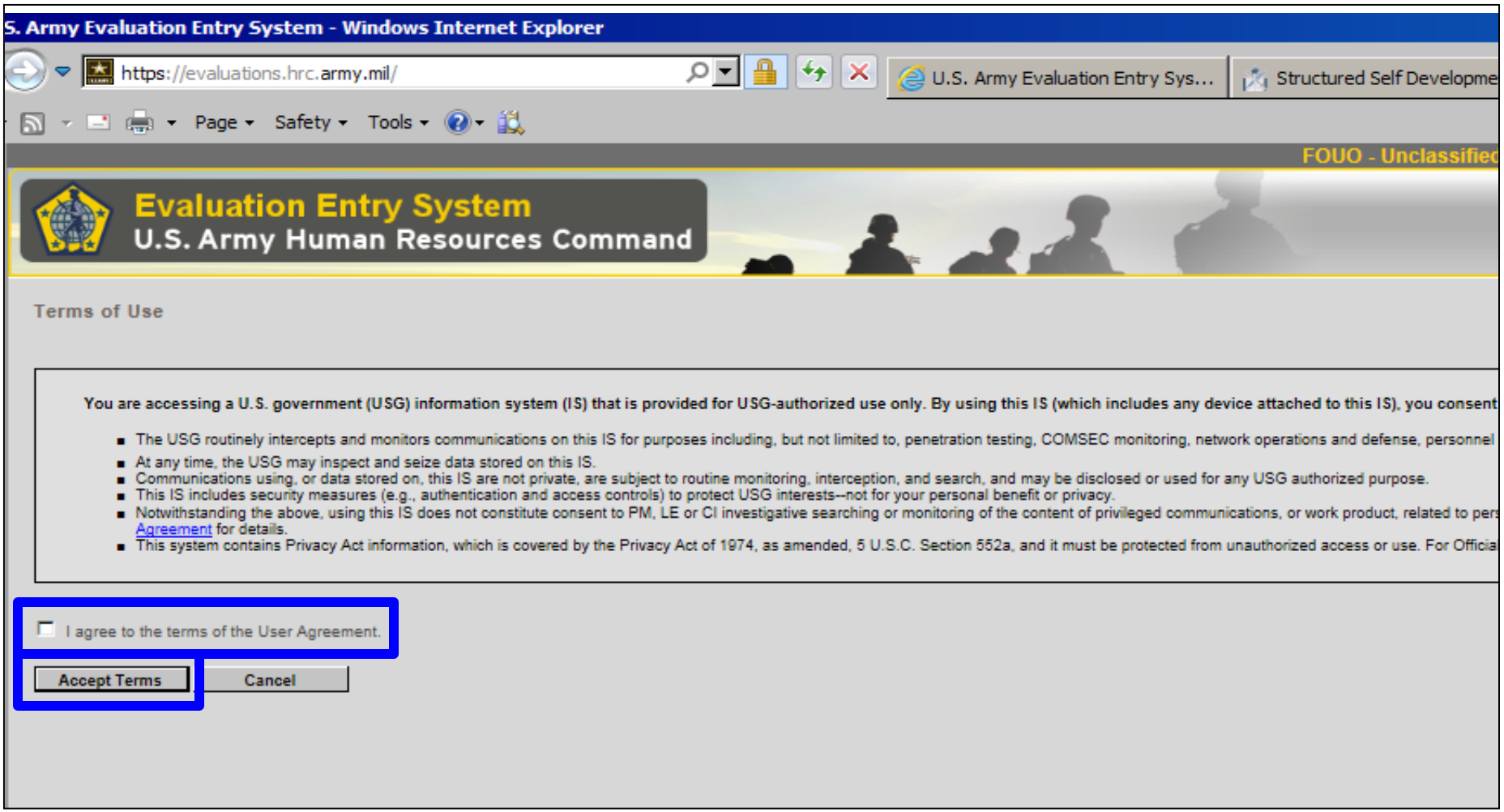
Evaluation Entry System (EES)

https://evaluations.hrc.army.mil/
(EES website)

https://evalentry.hrc.army.mil/
(NCOER training environment)

Unclassified

EES Terms Page


S. Army Evaluation Entry System - Windows Internet Explorer
https://evaluations.hrc.army.mil/
U.S. Army Evaluation Entry Sys...
Structured Self Developme
Page
Safety
Tools
FOUO - Unclassified
Evaluation Entry System
U.S. Army Human Resources Command
Terms of Use
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This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to pers
Agreement for details.
This system contains Privacy Act information, which is covered by the Privacy Act of 1974, as amended, 5 U.S.C. Section 552a, and it must be protected from unauthorized access or use. For Officia
I agree to the terms of the User Agreement.
Accept Terms
Cancel

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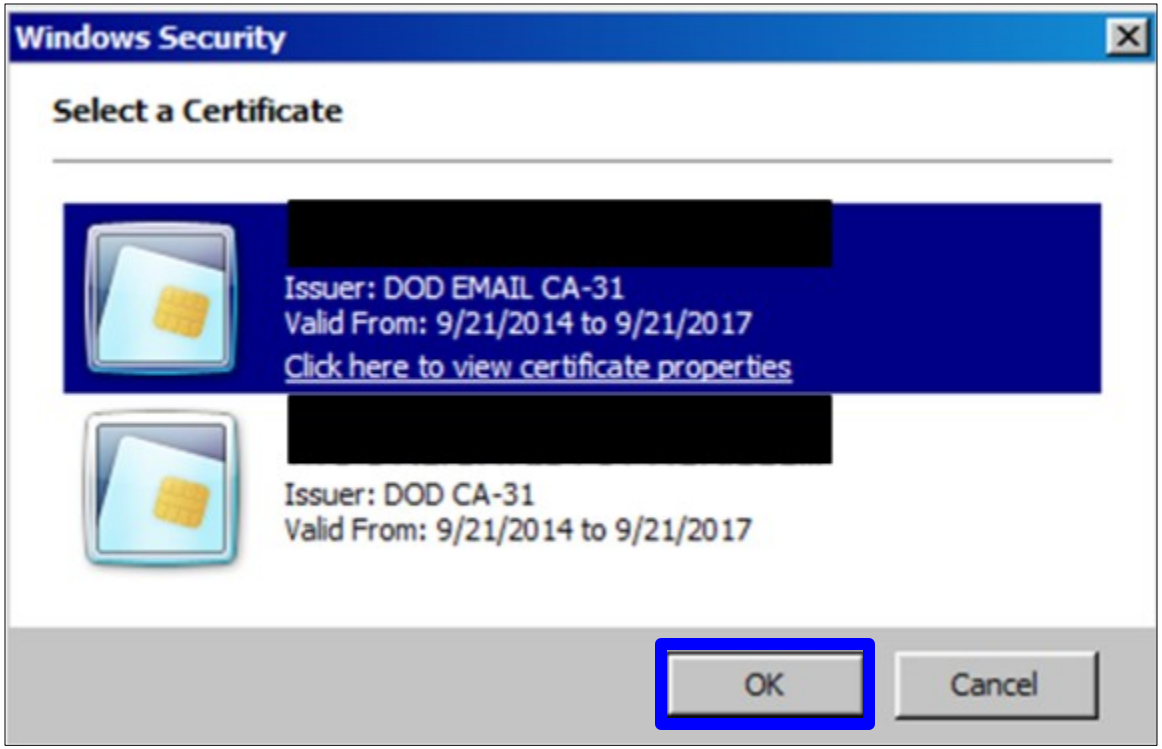
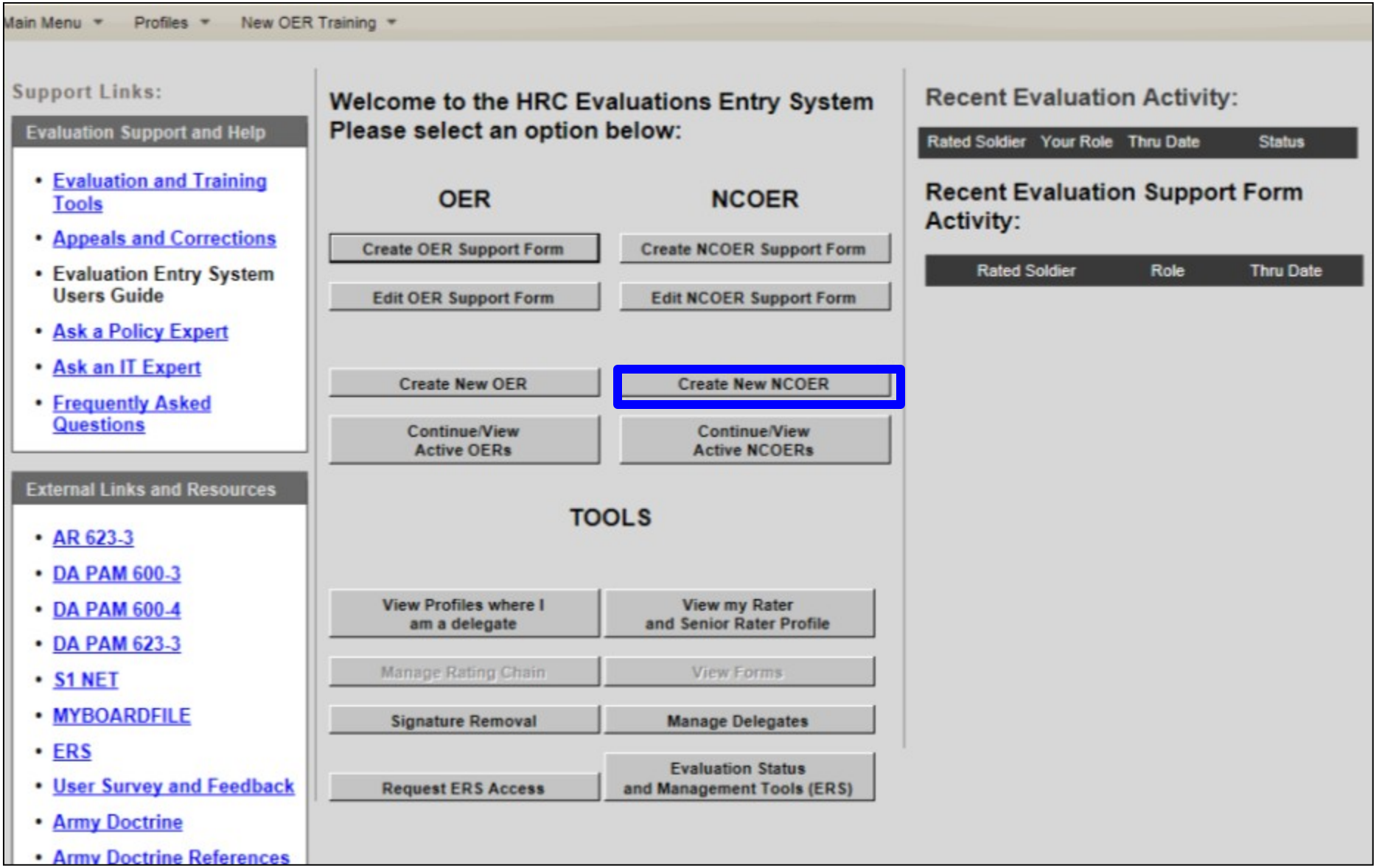
EES Digital Credentials



Unclassified

EES Landing Page



Unclassified

NCOER Creation

NCOER Individual Lookup

Enter the SSN and first two letters of the last name of the rated Soldier and the rating officials. This will automatically search the Army personnel database and auto-populate the evaluation with administrative information. Incorrect information may be changed within the evaluation, but changes to the information in the personnel database require the use of other channels (S1 or Admin Support).

Rated NCO

DOD ID Number | Last Name | Email

[Switch to search by SSN] ☐

f. Component | Status Code

Rank

Changes to the rank will be limited once the evaluation is created.
Please ensure accurate selection of the rank for the time period the soldier is to be evaluated

Date of Rank

Promotable Info

Is the Rated NCO promotable or selected to attend USASMA? ○ Yes ◉ No

Next Higher Grade

Is the Rated NCO serving in a position authorized for the next higher grade? ○ Yes ◉ No

Frocked Info

Is the Rated NCO frocked to the next higher grade and serving in a position authorized for the rank to which he/she is frocked? ○ Yes ◉ No

Rater

DOD ID Number | Last Name | Email

[Switch to search by SSN] ☐

Is this individual serving as both the Rater and Senior Rater? ○ Yes ◉ No

Senior Rater

DOD ID Number | Last Name | Email

[Switch to search by SSN] ☐

Supplementary Reviewer (optional)

DOD ID Number | Last Name | Email

[Switch to search by SSN] ☐

Next

Unclassified

NCOER Creation Confirmation

Rated Soldier

Evaluation Creation Confirmation

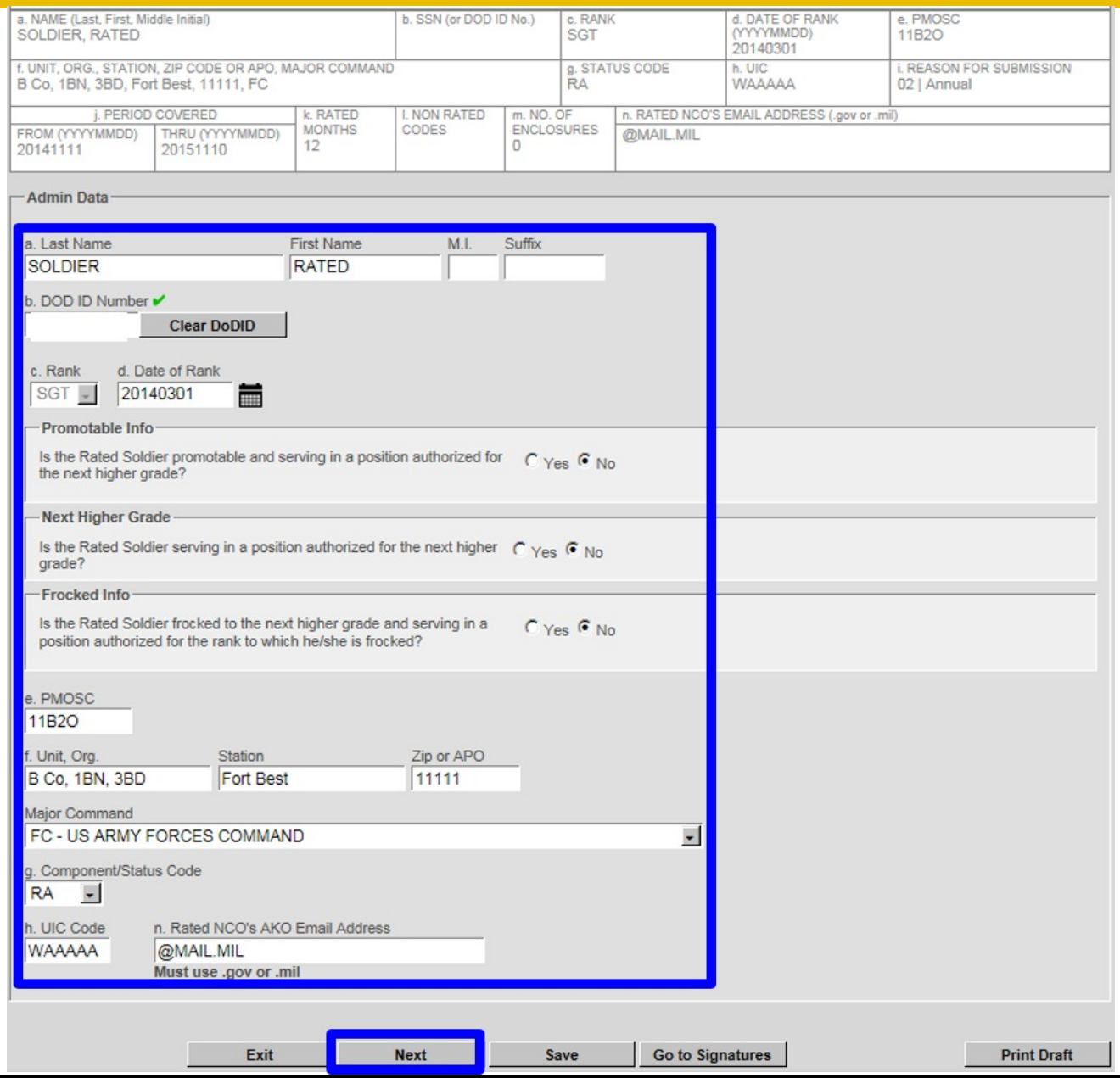
Role	DOD ID Number/SSN	Name	Email	Importing Data
Rated Soldier	[redacted]	[redacted]	[redacted]	Yes
Rater				Yes
Supplemental Reviewer				Yes
Senior Rater				Yes

Selecting "Begin" will initiate a **SGT GRADE PLATE (E5) NON-COMMISSIONED OFFICER EVALUATION REPORT** for the above mentioned individual. An email will be sent to each of the addresses listed above, notifying each individual of their involvement with the new NCOER evaluation.

Previous | Begin

Unclassified

Rated NCO's Administrative Data



a. NAME (Last, First, Middle Initial)	b. SSN (or DOD ID No.)	c. RANK	d. DATE OF RANK (YYYYMMDD)	e. PMOSC
SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC	RA	WAAAAA	02 | Annual

j. PERIOD COVERED		k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
FROM (YYYYMMDD)	THRU (YYYYMMDD)				
20141111	20151110	12		0	@MAIL.MIL

Admin Data

a. Last Name: SOLDIER | First Name: RATED | M.I. | Suffix

b. DOD ID Number ✔ — Clear DoDID

c. Rank: SGT | d. Date of Rank: 20140301

Promotable Info

Is the Rated Soldier promotable and serving in a position authorized for the next higher grade? ○ Yes ◉ No

Next Higher Grade

Is the Rated Soldier serving in a position authorized for the next higher grade? ○ Yes ◉ No

Frocked Info

Is the Rated Soldier frocked to the next higher grade and serving in a position authorized for the rank to which he/she is frocked? ○ Yes ◉ No

e. PMOSC: 11B2O

f. Unit, Org.: B Co, 1BN, 3BD | Station: Fort Best | Zip or APO: 11111

Major Command: FC - US ARMY FORCES COMMAND

g. Component/Status Code: RA

h. UIC Code: WAAAAA | n. Rated NCO's AKO Email Address: @MAIL.MIL

Must use .gov or .mil

Exit | Next | Save | Go to Signatures | Print Draft

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Rated NCO's Administrative Data (cont.)

a. NAME (Last, First, Middle Initial)	b. SSN (or DOD ID No.)	c. RANK	d. DATE OF RANK (YYYYMMDD)	e. PMOSC
SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC	RA	WAAAAA	02 | Annual

j. PERIOD COVERED		k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
FROM (YYYYMMDD)	THRU (YYYYMMDD)				
20141111	20151110	12		0	@MAIL.MIL

Admin Data Continued

i.Reason For Submission	02 | Annual
j.From Date	20141111
Thru Date	20151110
k. Rated Months	12
Rated Days	365
l. Non-Rated Codes	SELECT NON-RATED CODES

Previous | Exit | Next | Save | Go to Signatures | Print Draft

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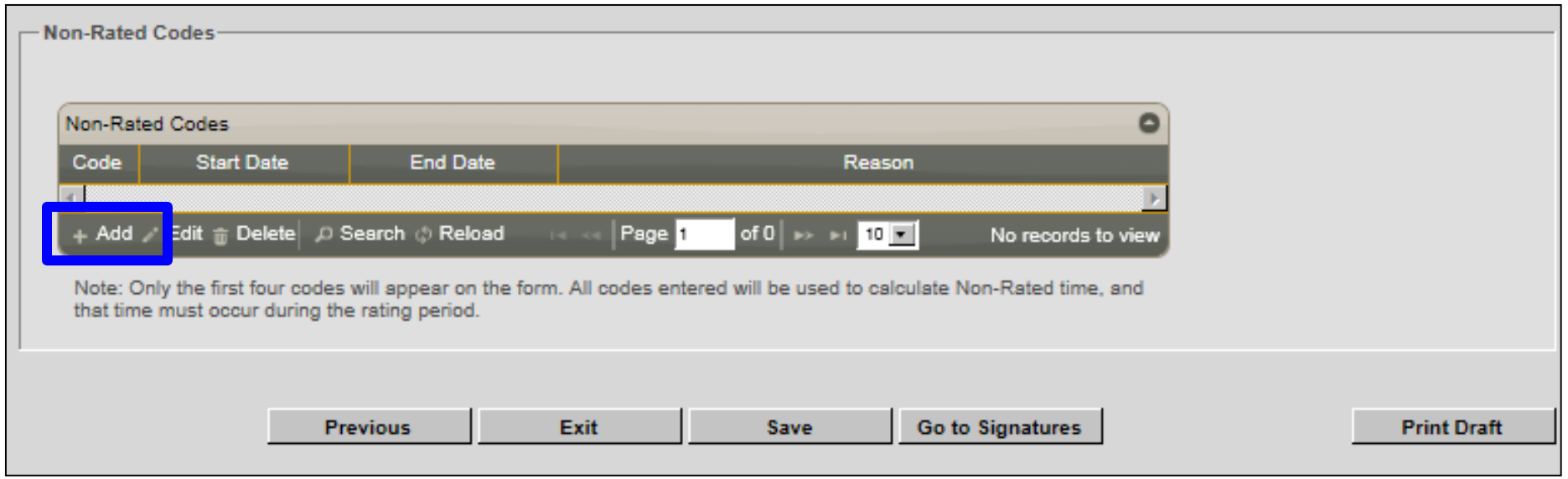
Non-Rated Codes



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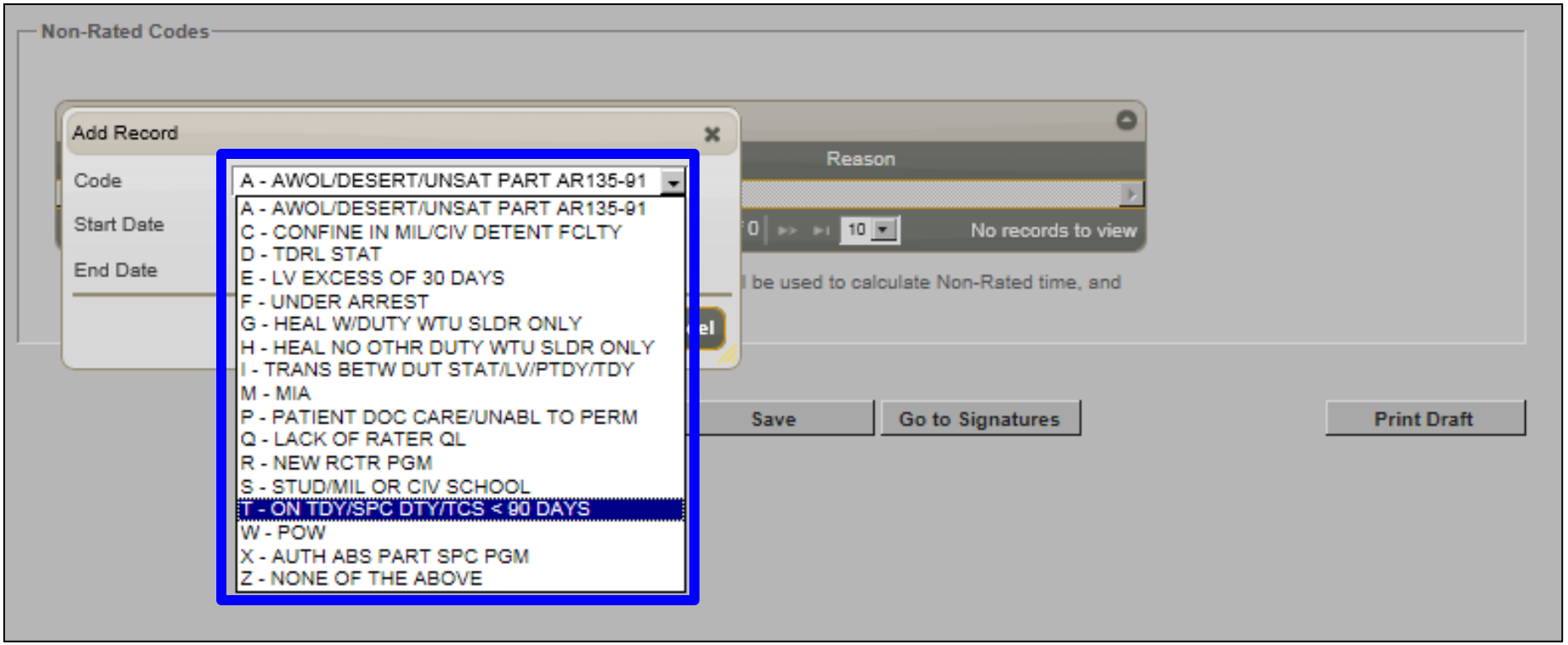
Non-Rated Codes (cont.)


Non-Rated Codes
Add Record
Code
Start Date
End Date
A - AWOL/DESERT/UNSAT PART AR135-91
A - AWOL/DESERT/UNSAT PART AR135-91
C - CONFINE IN MIL/CIV DETENT FCLTY
D - TDRL STAT
E - LV EXCESS OF 30 DAYS
F - UNDER ARREST
G - HEAL W/DUTY WTU SLDR ONLY
H - HEAL NO OTHR DUTY WTU SLDR ONLY
I - TRANS BETW DUT STAT/LV/PTDY/TDY
M - MIA
P - PATIENT DOC CARE/UNABL TO PERM
Q - LACK OF RATER QL
R - NEW RCTR PGM
S - STUD/MIL OR CIV SCHOOL
T - ON TDY/SPC DTY/TCS < 90 DAYS
W - POW
X - AUTH ABS PART SPC PGM
Z - NONE OF THE ABOVE
Reason
No records to view
be used to calculate Non-Rated time, and
Save
Go to Signatures
Print Draft

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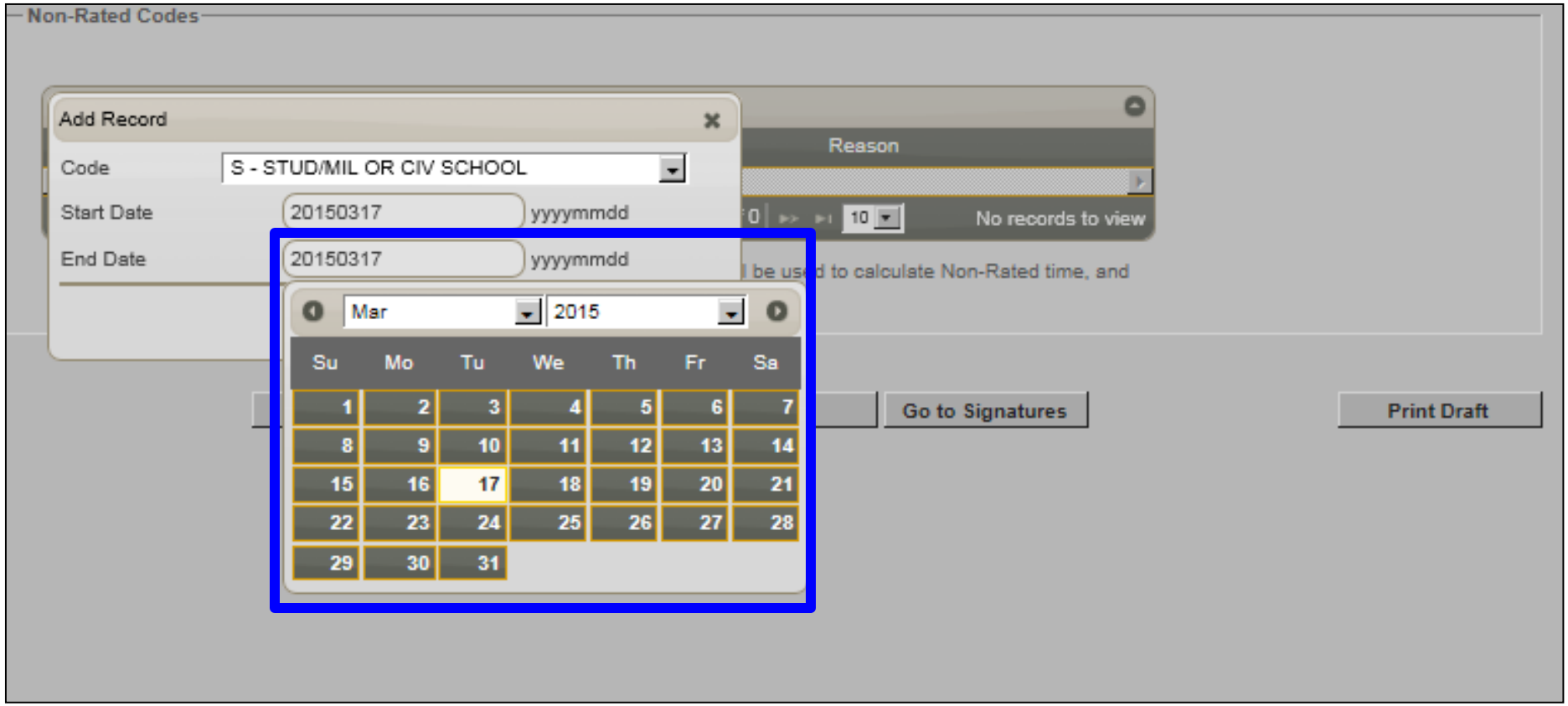
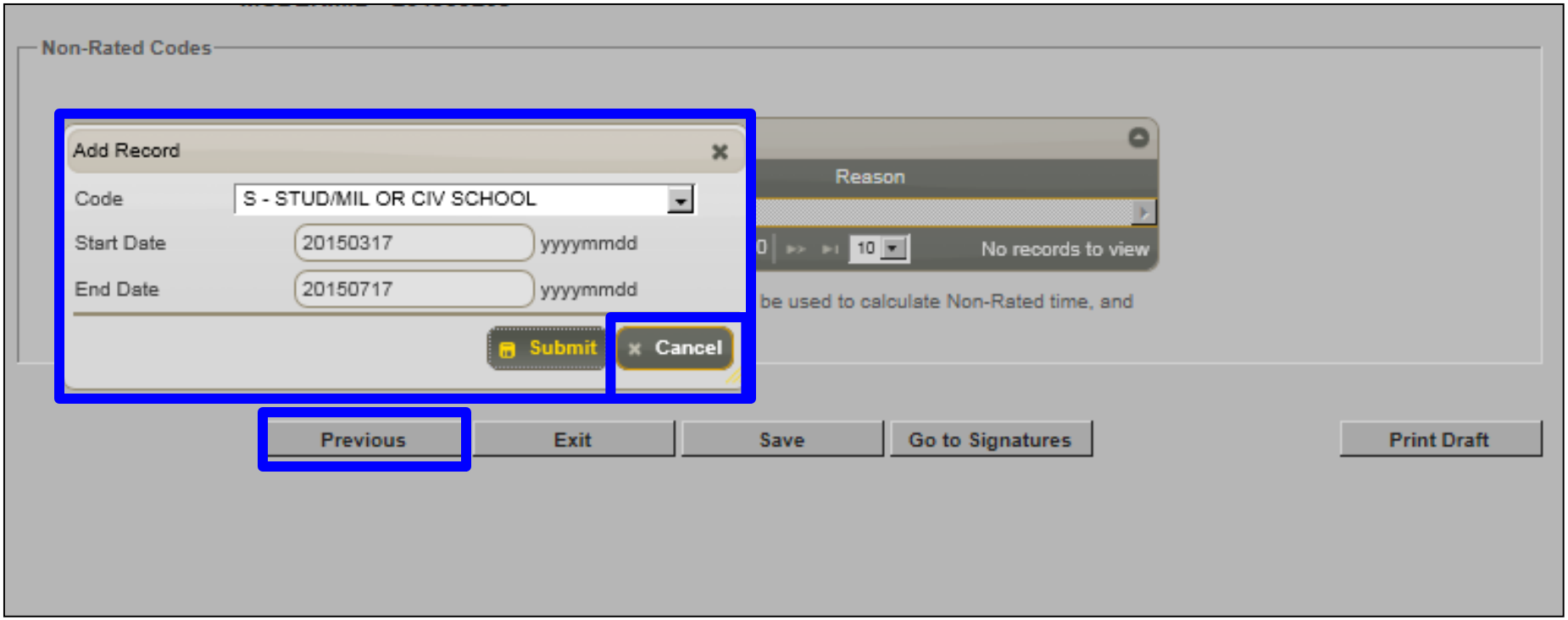
Non-Rated Codes (cont.)



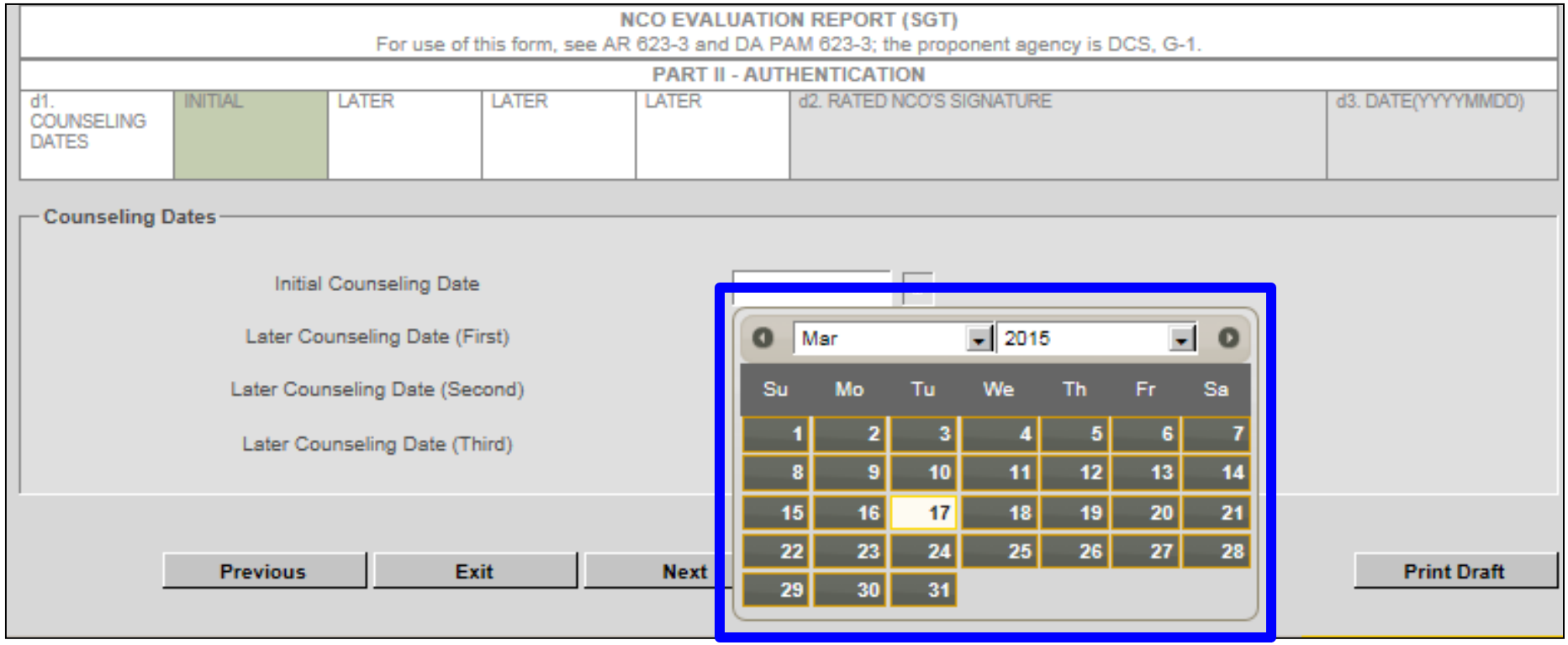
Unclassified

Non-Rated Codes (cont.)



Unclassified

Counseling Dates



Unclassified

Counseling Dates (cont.)

PART II - AUTHENTICATION

d1. COUNSELING DATES	INITIAL 20141128	LATER 20150204	LATER 20150514	LATER 20150824	d2. RATED NCO'S SIGNATURE	d3. DATE(YYYYMMDD)

Counseling Dates

Initial Counseling Date	20141128
Later Counseling Date (First)	20150204
Later Counseling Date (Second)	20150514
Later Counseling Date (Third)	20150824

Previous | Exit | Next | Save | Go to Signatures | Print Draft

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Check on Learning

1. When will the data entered into the NCOER Training Environment be deleted?

2. Ideally who should create a new NCOER in EES?

3. Can Rating Officials access an NCOER if their DOD ID / SSN is incorrectly entered into EES?

4. What form do Rating Officials use to assess the performance and potential of a SGT(P) serving in an authorized SSG position?

Unclassified

Rater

Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete

To edit a particular selection, choose the appropriate button below:

Rated Soldier | Rater | Senior Rater | Reviewer

Rater Enlisted Advisor | Senior Rater Enlisted Advisor

NCO EVALUATION REPORT (SGT)

For use of this form, see AR 623-3 and DA PAM 623-3; the proponent agency is DCS, G-1.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN (or DOD ID No.)	c. RANK	d. DATE OF RANK (YYYYMMDD)	e. PMOSC
SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC		WAAAAA	02 | Annual

j. PERIOD COVERED		k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
FROM (YYYYMMDD)	THRU (YYYYMMDD)				
20141111	20151110	12		0	@MAIL.MIL

PART II - AUTHENTICATION

a1. NAME OF RATER (Last, First, MI)	a2. SSN (or DOD ID No.)	a3. RATER'S SIGNATURE	a4. DATE
RATER, SOLDIER'S			

a5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	a6. RATER'S EMAIL ADDRESS (.gov or .mil)
SSG, 11B2O, B Co, 1BN, 3BDE, Fire Team Leader	@MAIL.MIL

b1. NAME OF SENIOR RATER (Last, First, MI)	b2. SSN (or DOD ID No.)	b3. SENIOR RATER'S SIGNATURE	b4. DATE
RATER, SENIOR		Click Here to Sign	

b5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	b6. SENIOR RATER'S EMAIL ADDRESS (.gov or .mil)
SFC, 11B4O, B Co, 1BN, 3BDE, Platoon Sergeant	@MAIL.MIL

c1. SUPPLEMENTARY REVIEW REQUIRED?	c2. NAME OF SUPPLEMENTARY REVIEWER (Last, First, MI)	c3. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT
(•) Yes ( ) No	REVIEWER, SUPPLEMENTARY	CPT, 11A, B Co, 1BN, 3BDE, Company Commander

c4. COMMENTS ENCLOSED?	c5. SUPPLEMENTARY REVIEWER'S SIGNATURE	c6. DATE(YYYYMMDD)	c7. SUPPLEMENTARY REVIEWER'S EMAIL ADDRESS (.gov or .mil)
( ) Yes ( ) No			@MAIL.MIL

RATED NCO: I understand my signature does not constitute agreement or disagreement with the assessments of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials and counseling dates in Part II, the duty description in Part III, and the APFT and height/weight entries in Part IVa and IVb are correct. I have seen the completed report. I am aware of the appeals process of AR 623-3.

d1. COUNSELING DATES	INITIAL	LATER	LATER	LATER	d2. RATED NCO'S SIGNATURE	d3. DATE(YYYYMMDD)
	20141128	20150204	20150514	20150824		

Unclassified

Rater's Administrative Data

PART II - AUTHENTICATION (Rated officer's signature verifies officer has seen completed NCO Parts I-VI and the administrative data is correct)			
a1. NAME OF RATER (Last, First, MI) RATER, SOLDIER'S	a2. SSN (or DOD ID No.)	a3. RATER'S SIGNATURE	a4. DATE (YYYYMMDD)
a5. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT SSG, 11B2O, B Co, 1BN, 3BDE, Fire Team Leader		a6. RATER'S EMAIL ADDRESS (.gov or .mil) @MAIL.MIL	

Rater Info

a1. Last Name: RATER | First Name: SOLDIER'S | M.I. | Suffix

a2. DOD ID Number ✔

Clear DoDID

a5. Rank: SSG | PMOSC/Branch: 11B2O | Organization: B Co, 1BN, 3BDE | Duty Assignment: Fire Team Leader

a6. Email Address (.gov or .mil): @MAIL.MIL

Must use .gov or .mil

Exit | Next | Save | Go to Signatures | Print Draft

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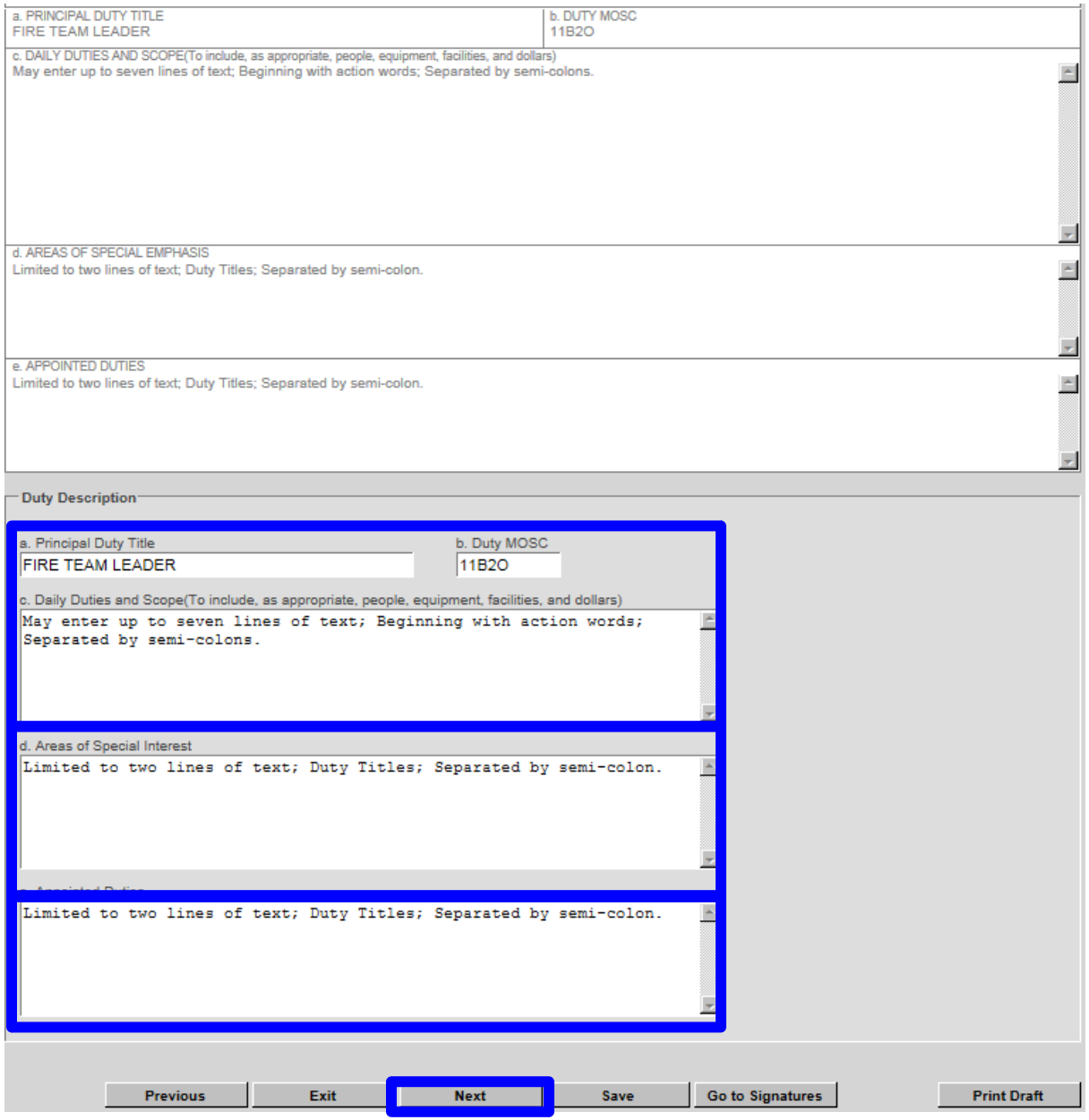
Duty Description


a. PRINCIPAL DUTY TITLE
FIRE TEAM LEADER
b. DUTY MOSC
11B2O
c. DAILY DUTIES AND SCOPE(To include, as appropriate, people, equipment, facilities, and dollars)
May enter up to seven lines of text; Beginning with action words; Separated by semi-colons.
d. AREAS OF SPECIAL EMPHASIS
Limited to two lines of text; Duty Titles; Separated by semi-colon.
e. APPOINTED DUTIES
Limited to two lines of text; Duty Titles; Separated by semi-colon.
Duty Description
a. Principal Duty Title
FIRE TEAM LEADER
b. Duty MOSC
11B2O
c. Daily Duties and Scope(To include, as appropriate, people, equipment, facilities, and dollars)
May enter up to seven lines of text; Beginning with action words; Separated by semi-colons.
d. Areas of Special Interest
Limited to two lines of text; Duty Titles; Separated by semi-colon.
Limited to two lines of text; Duty Titles; Separated by semi-colon.
Previous
Exit
Next
Save
Go to Signatures
Print Draft

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Performance Evaluation

PART IV - PERFORMANCE Evaluation - PROFESSIONALISM, ATTRIBUTES, AND COMPETENCIES (Rater)

a. APFT Pass/Fail/Profile: _____PASS_____ Date: __20150923__ b. Height: _____72_____ Weight: _____185_____ Within Standard? __YES__

Comments required for "Failed" APFT, or "Profile" when it precludes performance of duty, and "No" for Army Weight Standards

May enter up to five lines of text.

Performance Evaluation

Pass/Fail/Profile	APFT Date	Height (inches)	Weight (lbs)	Meets Bodyfat Standards
PASS	20150923	72	185	(•) Yes ( ) No

Required Comments (optional with "Pass" rating)

May enter up to five lines of text.

Previous | Exit | Next | Save | Go to Signatures | Print Draft

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Performance Evaluation (cont.)

c. 1) **Character:** (Include bullet comments addressing Rated NCO's performance as it relates to adherence to Army Values, Empathy, Warrior Ethos/Service Ethos, and Discipline. Fully supports SHARP, EO, and EEO) MET STANDARD ◉ DID NOT MEET STANDARD ○	o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them
d. 2) **Presence:** (Military and Professional Bearing, Fitness, Confidence, Resilience) MET STANDARD ◉ DID NOT MEET STANDARD ○	o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them
e. 3) **Intellect:** (Mental Agility, Sound Judgment, Innovation, Interpersonal Tact, Expertise) MET STANDARD ◉ DID NOT MEET STANDARD ○	o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Performance Evaluation Comments

Character

MET STANDARD ◉ DID NOT MEET STANDARD ○

Character

o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Presence

MET STANDARD ◉ DID NOT MEET STANDARD ○

Presence

o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Intellect

MET STANDARD ◉ DID NOT MEET STANDARD ○

Intellect

o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Previous | Exit | Next | Save | Go to Signatures | Print Draft

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Performance Evaluation (cont.)

f. 4) **Leads:** (Leads Others, Builds Trust, Extends Influence beyond the Chain of Command, Leads by Example, Communicates) MET STANDARD ◉ DID NOT MEET STANDARD ○	o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them
g. 5) **Develops:** (Creates a positive command/ workplace environment/Fosters Esprit de Corps, Prepares Self, Develops Others, Stewards the Profession) MET STANDARD ◉ DID NOT MEET STANDARD ○	o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them
h. 6) **Achieves:** (Gets Results.) MET STANDARD ◉ DID NOT MEET STANDARD ○	o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Performance Evaluation Comments Continued

Leads

MET STANDARD ◉ DID NOT MEET STANDARD ○

Leads

o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Develops

MET STANDARD ◉ DID NOT MEET STANDARD ○

Develops

o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Achieves

MET STANDARD ◉ DID NOT MEET STANDARD ○

Achieves

o May enter up to eight lines of text and spaces; for example, x3 two-line bullets with a one-line space between them

Previous | Exit | Next | Save | Go to Signatures | Print Draft

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Overall Performance

RATER OVERALL PERFORMANCE

i. I currently rate __2__ NCOs in this grade.
COMMENTS:
o May enter up to five lines of text and spaces; for example, x2 two-line bullets with a one-line space between them

Overall Performance

Is this individual serving as both the Rater and Senior Rater? ○ Yes ◉ No

i. No. of NCOs currently rated in this grade: 2

Comments for Overall Performance

o May enter up to five lines of text and spaces; for example, x2 two-line bullets with a one-line space between them

Previous | Exit | Next | Save | Go to Signatures | Print Draft

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Check on Learning

1. The Rater enters what type of data into the Duty Description blocks?

2. In which Attribute block must the Rater assess the Rated NCO's adherence / support of the Army's SHARP program?

3. Who does the Rater compare the Rated NCO to when assessing the Rated NCO's overall performance?

4. Do Raters of SGTs write their comments in bullet or narrative format?

Unclassified

Senior Rater

Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete

To edit a particular selection, choose the appropriate button below:

Rated Soldier | Rater | Senior Rater | Reviewer | Rater Enlisted Advisor | Senior Rater Enlisted Advisor

NCO EVALUATION REPORT (SGT)

For use of this form, see AR 623-3 and DA PAM 623-3; the proponent agency is DCS, G-1.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN (or DOD ID No.)	c. RANK	d. DATE OF RANK (YYYYMMDD)	e. PMOSC
SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC		WAAAAA	02 | Annual

j. PERIOD COVERED		k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
FROM (YYYYMMDD)	THRU (YYYYMMDD)				
20141111	20151110	12		0	@MAIL.MIL

PART II - AUTHENTICATION

a1. NAME OF RATER (Last, First, MI)	a2. SSN (or DOD ID No.)	a3. RATER'S SIGNATURE	a4. DATE
RATER, SOLDIER'S			

a5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	a6. RATER'S EMAIL ADDRESS (.gov or .mil)
SSG, 11B2O, B Co, 1BN, 3BDE, Fire Team Leader	@MAIL.MIL

b1. NAME OF SENIOR RATER (Last, First, MI)	b2. SSN (or DOD ID No.)	b3. SENIOR RATER'S SIGNATURE	b4. DATE
RATER, SENIOR		Click Here to Sign	

b5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	b6. SENIOR RATER'S EMAIL ADDRESS (.gov or .mil)
SFC, 11B4O, B Co, 1BN, 3BDE, Platoon Sergeant	@MAIL.MIL

c1. SUPPLEMENTARY REVIEW REQUIRED?	c2. NAME OF SUPPLEMENTARY REVIEWER (Last, First, MI)	c3. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT
(•) Yes ( ) No	REVIEWER, SUPPLEMENTARY	CPT, 11A, B Co, 1BN, 3BDE, Company Commander

c4. COMMENTS ENCLOSED?	c5. SUPPLEMENTARY REVIEWER'S SIGNATURE	c6. DATE(YYYYMMDD)	c7. SUPPLEMENTARY REVIEWER'S EMAIL ADDRESS (.gov or .mil)
( ) Yes ( ) No			@MAIL.MIL

RATED NCO: I understand my signature does not constitute agreement or disagreement with the assessments of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials and counseling dates in Part II, the duty description in Part III, and the APFT and height/weight entries in Part IVa and IVb are correct. I have seen the completed report. I am aware of the appeals process of AR 623-3.

d1. COUNSELING DATES	INITIAL	LATER	LATER	LATER	d2. RATED NCO'S SIGNATURE	d3. DATE(YYYYMMDD)
	20141128	20150204	20150514	20150824		

Unclassified

Senior Rater's Administrative Data

PART II - AUTHENTICATION (Rated Soldier's signature verifies officer has seen completed NCOER Parts I-VI and the administrative data is correct)			
b1. NAME OF SENIOR RATER (Last, First, Middle Initial) RATER, SENIOR	b2. SSN (or DOD ID No.)	b3. SIGNATURE	b4. DATE
b5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT SFC, 11B4O, B Co, 1BN, 3BDE, Platoon Sergeant		b6. SENIOR RATER'S EMAIL ADDRESS (.gov or .mil) @MAIL.MIL	

Senior Rater Info

b1. Senior Rater's Last Name: RATER
First Name: SENIOR
M.I.:
Suffix:

b2. Senior Rater's DOD ID Number ✔
Clear DoDID

b5. Senior Rater's Rank: SFC

Is the Senior Rater promotable and serving in a position authorized for the next higher grade? ○ Yes ◉ No

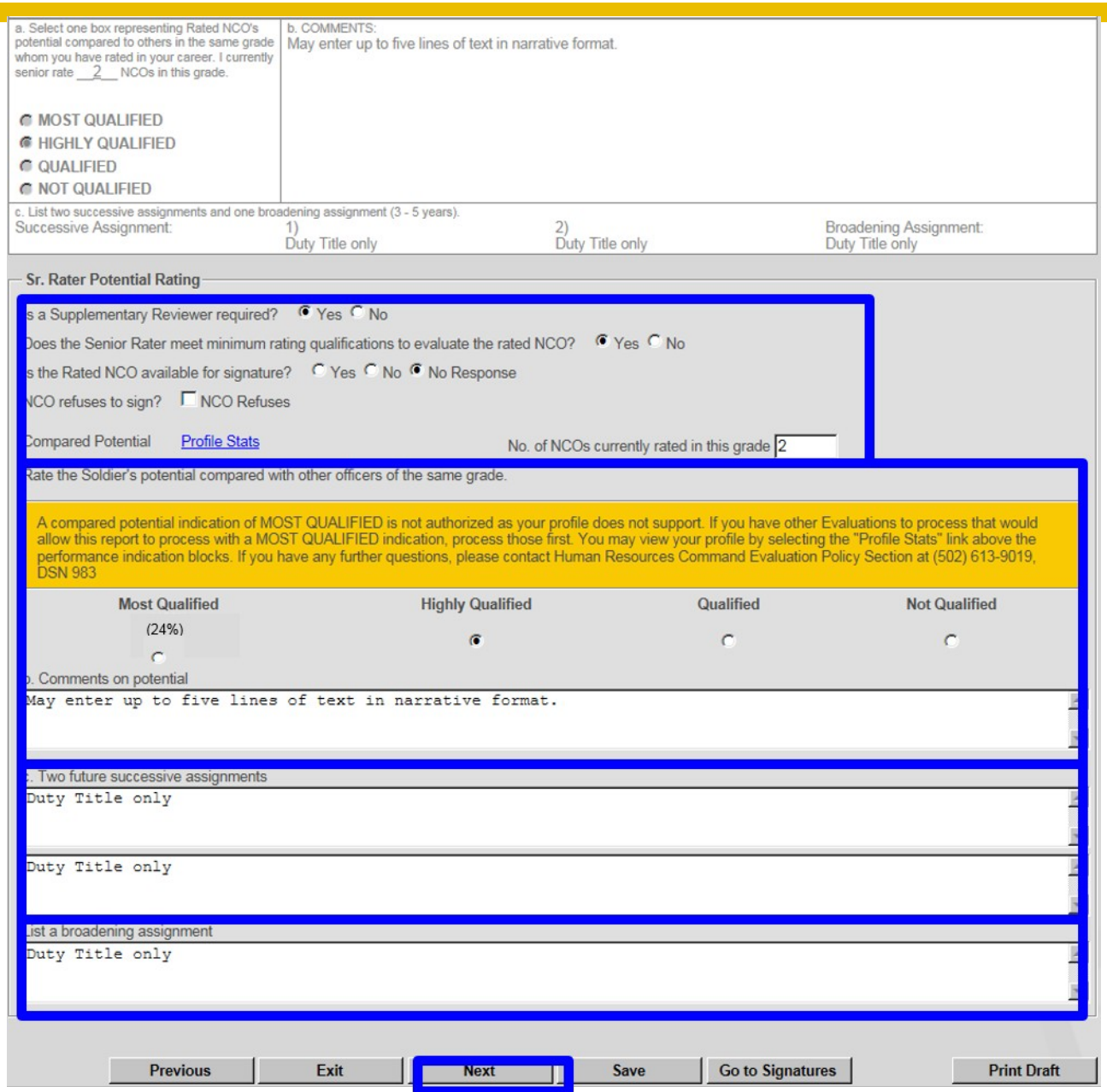
Senior Rater's Position: Platoon Sergeant
Senior Rater's Organization: B Co, 1BN, 3BDE

PMOSC/Branch: 11B4O
b6. Senior Rater's E-mail Address: @MAIL.MIL
Must use .gov or .mil

Exit | Next | Save | Go to Signatures | Print Draft

Unclassified

Potential Assessment


a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 2 NCOs in this grade.
MOST QUALIFIED
HIGHLY QUALIFIED
QUALIFIED
NOT QUALIFIED
b. COMMENTS:
May enter up to five lines of text in narrative format.
c. List two successive assignments and one broadening assignment (3 - 5 years).
Successive Assignment:
1) Duty Title only
2) Duty Title only
Broadening Assignment: Duty Title only
Sr. Rater Potential Rating
s a Supplementary Reviewer required? Yes No
Does the Senior Rater meet minimum rating qualifications to evaluate the rated NCO? Yes No
s the Rated NCO available for signature? Yes No No Response
NCO refuses to sign? NCO Refuses
Compared Potential
Profile Stats
No. of NCOs currently rated in this grade 2
Rate the Soldier's potential compared with other officers of the same grade.
A compared potential indication of MOST QUALIFIED is not authorized as your profile does not support. If you have other Evaluations to process that would allow this report to process with a MOST QUALIFIED indication, process those first. You may view your profile by selecting the "Profile Stats" link above the performance indication blocks. If you have any further questions, please contact Human Resources Command Evaluation Policy Section at (502) 613-9019, DSN 983
Most Qualified
(24%)
Highly Qualified
Qualified
Not Qualified
. Comments on potential
May enter up to five lines of text in narrative format.
. Two future successive assignments
Duty Title only
Duty Title only
ist a broadening assignment
Duty Title only
Previous
Exit
Next
Save
Go to Signatures
Print Draft

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Check on Learning

1. What does the Senior Rater assess?

2. Is the Senior Rater's comments in narrative or bullet format?

3. What can the Senior Rater comment on?

4. How many lines of text can the Senior Rater enter?

Unclassified

Reviewer

Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete

To edit a particular selection, choose the appropriate button below:

Rated Soldier | Rater | Senior Rater | **Reviewer**

Rater Enlisted Advisor | Senior Rater Enlisted Advisor

NCO EVALUATION REPORT (SGT)

For use of this form, see AR 623-3 and DA PAM 623-3; the proponent agency is DCS, G-1.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN (or DOD ID No.)	c. RANK	d. DATE OF RANK (YYYYMMDD)	e. PMOSC
SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC		WAAAAA	02 | Annual

j. PERIOD COVERED		k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
FROM (YYYYMMDD)	THRU (YYYYMMDD)				
20141111	20151110	12		0	@MAIL.MIL

PART II - AUTHENTICATION

a1. NAME OF RATER (Last, First, MI)	a2. SSN (or DOD ID No.)	a3. RATER'S SIGNATURE	a4. DATE
RATER, SOLDIER'S			

a5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	a6. RATER'S EMAIL ADDRESS (.gov or .mil)
SSG, 11B2O, B Co, 1BN, 3BDE, Fire Team Leader	@MAIL.MIL

b1. NAME OF SENIOR RATER (Last, First, MI)	b2. SSN (or DOD ID No.)	b3. SENIOR RATER'S SIGNATURE	b4. DATE
RATER, SENIOR		Click Here to Sign	

b5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	b6. SENIOR RATER'S EMAIL ADDRESS (.gov or .mil)
SFC, 11B4O, B Co, 1BN, 3BDE, Platoon Sergeant	@MAIL.MIL

c1. SUPPLEMENTARY REVIEW REQUIRED?	c2. NAME OF SUPPLEMENTARY REVIEWER (Last, First, MI)	c3. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT
(•) Yes ( ) No	REVIEWER, SUPPLEMENTARY	CPT, 11A, B Co, 1BN, 3BDE, Company Commander

c4. COMMENTS ENCLOSED?	c5. SUPPLEMENTARY REVIEWER'S SIGNATURE	c6. DATE(YYYYMMDD)	c7. SUPPLEMENTARY REVIEWER'S EMAIL ADDRESS (.gov or .mil)
( ) Yes (•) No			@MAIL.MIL

RATED NCO: I understand my signature does not constitute agreement or disagreement with the assessments of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials and counseling dates in Part II, the duty description in Part III, and the APFT and height/weight entries in Part IVa and IVb are correct. I have seen the completed report. I am aware of the appeals process of AR 623-3.

d1. COUNSELING DATES	INITIAL	LATER	LATER	LATER	d2. RATED NCO'S SIGNATURE	d3. DATE(YYYYMMDD)
	20141128	20150204	20150514	20150824		

Unclassified

Reviewer's Administrative Data

PART II - AUTHENTICATION

c1. SUPPLEMENTARY REVIEW REQUIRED?	c2. NAME OF SUPPLEMENTARY REVIEWER (Last, First, Middle Initial)	c3. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT
(•) Yes ( ) No	REVIEWER, SUPPLEMENTARY	CPT, 11A, B Co, 1BN, 3BDE, Company Commander

c4. COMMENTS ENCLOSED?	c5. SUPPLEMENTARY REVIEWER'S SIGNATURE	c6. DATE (YYYYMMDD)	c7. SUPPLEMENTARY REVIEWER'S EMAIL ADDRESS (.gov or .mil)
( ) Yes ( ) No			@MAIL.MIL

Supplementary Reviewer Info

c2. Reviewer's Last Name: REVIEWER
First Name: SUPPLEMENTARY
M.I.:
Suffix:

c2. Reviewer's DOD ID Number:
Validate DoDID

[Switch to search by SSN] ☐

c4. Do you wish to provide comments? ( ) Yes ( ) No

c3. Reviewer's Rank: CPT

PMOS/Branch: 11A
Reviewer's Organization: B Co, 1BN, 3BDE
Reviewer's Duty Assignment: Company Commar

c6. Reviewer's E-mail Address: @MAIL.MIL
Must use .gov or .mil

Exit | Next | Save | Go to Signatures | Print Draft

Unclassified

Content Review

Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete

To edit a particular selection, choose the appropriate button below:

Rated Soldier | Rater | Senior Rater | Reviewer

Rater Enlisted Advisor | Senior Rater Enlisted Advisor

NCO EVALUATION REPORT (SGT)

For use of this form, see AR 623-3 and DA PAM 623-3; the proponent agency is DCS, G-1.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN (or DOD ID No.)	c. RANK	d. DATE OF RANK (YYYYMMDD)	e. PMOSC
SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC		WAAAAA	02 | Annual

j. PERIOD COVERED		k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
FROM (YYYYMMDD)	THRU (YYYYMMDD)				
20141111	20151110	12		0	@MAIL.MIL

PART II - AUTHENTICATION

a1. NAME OF RATER (Last, First, MI)	a2. SSN (or DOD ID No.)	a3. RATER'S SIGNATURE	a4. DATE
RATER, SOLDIER'S			

a5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	a6. RATER'S EMAIL ADDRESS (.gov or .mil)
SSG, 11B2O, B Co, 1BN, 3BDE, Fire Team Leader	@MAIL.MIL

b1. NAME OF SENIOR RATER (Last, First, MI)	b2. SSN (or DOD ID No.)	b3. SENIOR RATER'S SIGNATURE	b4. DATE
RATER, SENIOR		Click Here to Sign	

b5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	b6. SENIOR RATER'S EMAIL ADDRESS (.gov or .mil)
SFC, 11B4O, B Co, 1BN, 3BDE, Platoon Sergeant	@MAIL.MIL

c1. SUPPLEMENTARY REVIEW REQUIRED?	c2. NAME OF SUPPLEMENTARY REVIEWER (Last, First, MI)	c3. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT
(•) Yes ( ) No	REVIEWER, SUPPLEMENTARY	CPT, 11A, B Co, 1BN, 3BDE, Company Commander

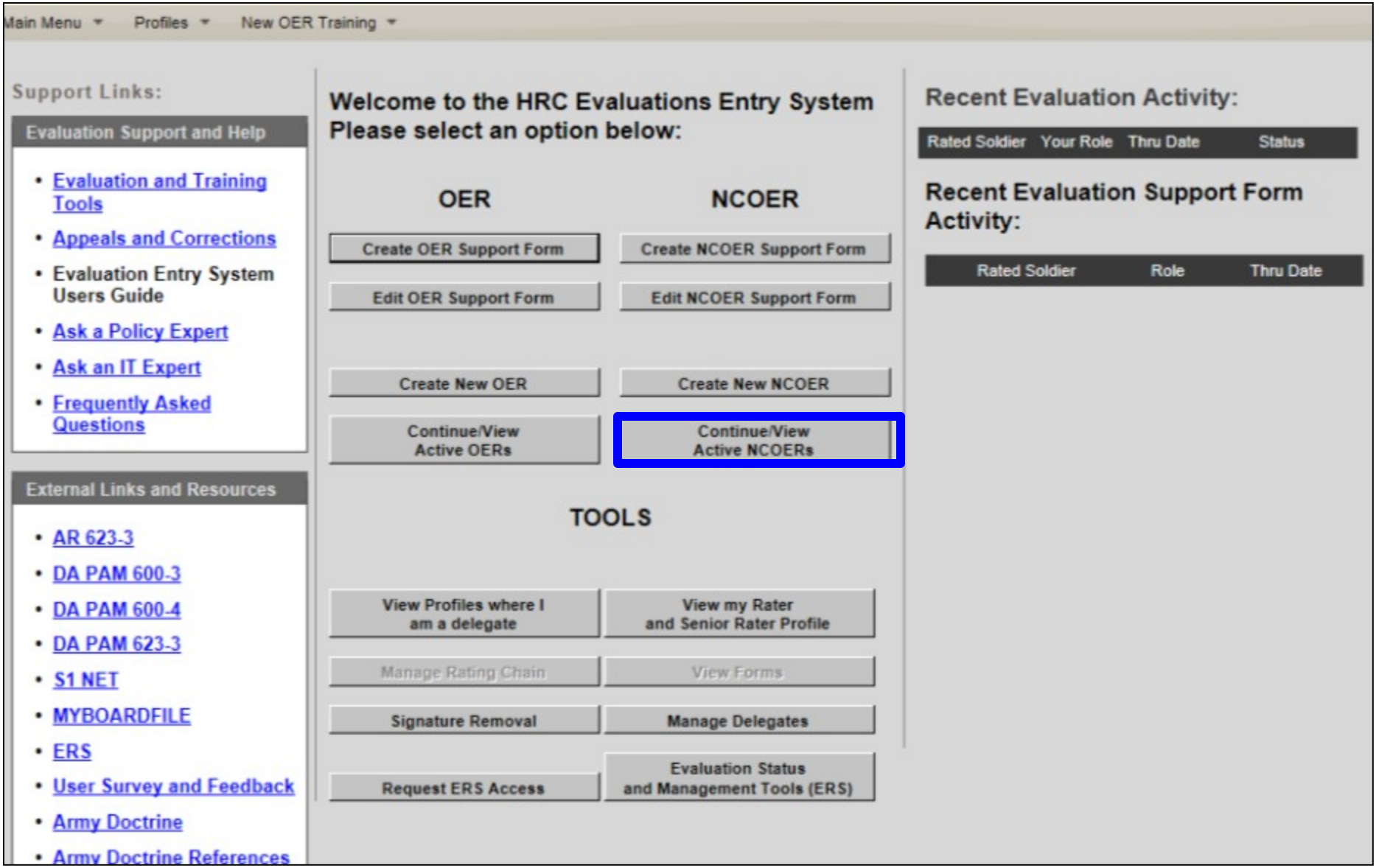
c4. COMMENTS ENCLOSED?	c5. SUPPLEMENTARY REVIEWER'S SIGNATURE	c6. DATE(YYYYMMDD)	c7. SUPPLEMENTARY REVIEWER'S EMAIL ADDRESS (.gov or .mil)
( ) Yes ( ) No			@MAIL.MIL

RATED NCO: I understand my signature does not constitute agreement or disagreement with the assessments of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials and counseling dates in Part II, the duty description in Part III, and the APFT and height/weight entries in Part IVa and IVb are correct. I have seen the completed report. I am aware of the appeals process of AR 623-3.

d1. COUNSELING DATES	INITIAL	LATER	LATER	LATER	d2. RATED NCO'S SIGNATURE	d3. DATE(YYYYMMDD)
	20141128	20150204	20150514	20150824		

Unclassified

EES Landing Page



Unclassified

Active NCOER List

Rated Soldier Last Name: | Rated Soldier UIC: | Eval ID: | SSN: | DOD ID Number: | OK

CLEAR FILTER

90 items found, displaying 76 to 90.

[First/Prev] 1, 2, 3, **4** [Next/Last]

EvalID	Thru Date	Rated Soldier	Signed?	Rater	Locked?	Signed?	Senior Rater	Signed?	Status	Your Role	Comments
235874	20160318	SOLDIER, RATED SGM	NO	RATER, SOLDIER'S LTC	No	NO	RATER, SENIOR COL	NO	DRAFT	SENIOR RATER	
235872	20151217	SOLDIER, RATED SSG	NO	RATER, SOLDIER'S 2LT	No	NO	RATER, SENIOR 1LT	NO	DRAFT	REVIEWER	
235864	20151110	SOLDIER, RATED SGT	NO	RATER, SOLDIER'S SSG	No	NO	RATER, SENIOR SFC	NO	DRAFT	SENIOR RATER	

Unclassified

Signing the NCOER

Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete

To edit a particular selection, choose the appropriate button below:

Rated Soldier | Rater | Senior Rater | Reviewer | Rater Enlisted Advisor | Senior Rater Enlisted Advisor

NCO EVALUATION REPORT (SGT)

For use of this form, see AR 623-3 and DA PAM 623-3; the proponent agency is DCS, G-1.

PART I - ADMINISTRATIVE DATA

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SOLDIER, RATED		SGT	20140301	11B2O

f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND	g. STATUS CODE	h. UIC	i. REASON FOR SUBMISSION
B Co, 1BN, 3BD, Fort Best, 11111, FC		WAAAAA	02 | Annual

j. PERIOD COVERED FROM (YYYYMMDD)	j. PERIOD COVERED THRU (YYYYMMDD)	k. RATED MONTHS	l. NON RATED CODES	m. NO. OF ENCLOSURES	n. RATED NCO'S EMAIL ADDRESS (.gov or .mil)
20141111	20151110	12		0	@MAIL.MIL

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RATER, SOLDIER'S			

a5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	a6. RATER'S EMAIL ADDRESS (.gov or .mil)
SSG, 11B2O, B Co, 1BN, 3BDE, Fire Team Leader	@MAIL.MIL

b1. NAME OF SENIOR RATER (Last, First, MI)	b2. SSN (or DOD ID No.)	b3. SENIOR RATER'S SIGNATURE	b4. DATE
RATER, SENIOR		Click Here to Sign	

b5. RANK PMOSC ORGANIZATION DUTY ASSIGNMENT	b6. SENIOR RATER'S EMAIL ADDRESS (.gov or .mil)
SFC, 11B4O, B Co, 1BN, 3BDE, Platoon Sergeant	@MAIL.MIL

c1. SUPPLEMENTARY REVIEW REQUIRED?	c2. NAME OF SUPPLEMENTARY REVIEWER (Last, First, MI)	c3. RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT
(•) Yes ( ) No	REVIEWER, SUPPLEMENTARY	CPT, 11A, B Co, 1BN, 3BDE, Company Commander

c4. COMMENTS ENCLOSED?	c5. SUPPLEMENTARY REVIEWER'S SIGNATURE	c6. DATE(YYYYMMDD)	c7. SUPPLEMENTARY REVIEWER'S EMAIL ADDRESS (.gov or .mil)
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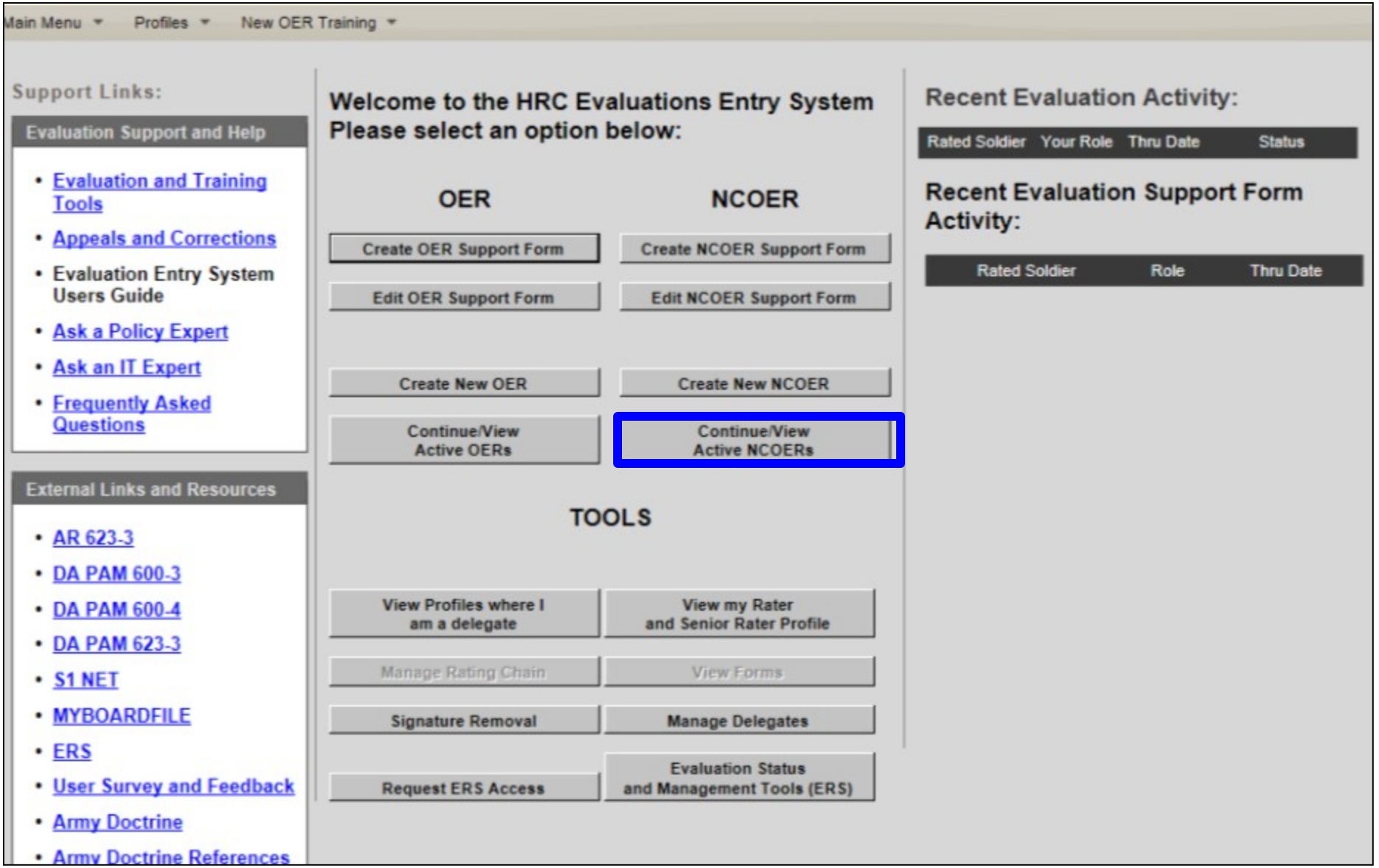
Unclassified

EES Landing Page



Unclassified

Active NCOER List

Rated Soldier Last Name: | Rated Soldier UIC: | Eval ID: | SSN: | DOD ID Number: | OK

CLEAR FILTER

90 items found, displaying 76 to 90.

[First/Prev] 1, 2, 3, **4** [Next/Last]

EvalID	Thru Date	Rated Soldier	Signed?	Rater	Locked?	Signed?	Senior Rater	Signed?	Status	Your Role	Comments
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235872	20151217	SOLDIER, RATED SSG	NO	RATER, SOLDIER'S 2LT	No	NO	RATER, SENIOR 1LT	NO	DRAFT	REVIEWER	
235864	20151110	SOLDIER, RATED SGT	NO	RATER, SOLDIER'S SSG	No	NO	RATER, SENIOR SFC	NO	DRAFT	SENIOR RATER	

Common Status Categories

- Draft – still with unit / has not been submitted to HQDA
- Submitted – unit has submitted to HQDA
- w / Examiner – NCOER has been assigned to an Examiner
- Returned – Examiner returned NCOER to unit for corrections
- Submitted to IPERMS – submitted by HRC to Soldier's Record
- Thru Date Submitted – Last NCOER's Thru Date updated on ERB
- Rejected – HQDA rejected NCOER (mostly duplicate reports)

Unclassified

Check on Learning

1. How does the user access a NCOER in order to review it?

2. What order are NCOERs signed?

3. Can a Rater submit a NCOER to HQDA?

4. What does the NCOER Status “Draft” mean?

Unclassified

Summary

- Accessing EES
- Landing Page
- Initiating NCOER
- Administrative Data
- Performance Evaluation
- Potential Evaluation
- Editing NCOER
- Signing and Submitting NCOER
- Status Tracking

Unclassified

Questions

Ask an IT Expert:
usarmy.knox.hrc.mbx.it-help-desk@mail.mil

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